



ROLLOVER/TRANSFER REQUEST FOR SERVICE CREDIT PURCHASES

NORTH DAKOTA PUBLIC EMPLOYEES RETIREMENT SYSTEM

SFN 52059 (Rev. 12-2011)

**NDPERS • PO Box 1657 • Bismarck, • North Dakota 58502-1657
(701) 328- 3900 • 1-800-803-7377 • Fax 701-328-3920**

The North Dakota Public Employees Retirement System (NDPERS) is an eligible plan under Section 401(a) of the Internal Revenue Code. NDPERS may accept an eligible rollover distribution/transfer of **pre-tax dollars** from another eligible retirement plan for the purpose of purchasing service credit. An eligible retirement plan includes only a 401(a) plan, a 401(k) plan, a 403(b), a 457, a traditional IRA, the Federal Employees Retirement System (FERS) Thrift Savings Plan, or a 401(c) Keogh plan whose deposit came from a 401(a) or (k). In addition, NDPERS can accept a trustee-to-trustee transfer from a 403 (b) or a 457 Plan. The amount rolled over/transferred to NDPERS cannot exceed the retirement benefit portion of the purchase cost and must be made in a lump sum payment. This form must accompany the rollover/transfer to allow NDPERS to process it as an eligible rollover distribution/transfer.

PLEASE READ IMPORTANT INFORMATION PRINTED ON THE BACK OF THIS FORM.

PART A TO BE COMPLETED BY NDPERS			
Name (Last, First, Middle)		NDPERS Member ID	
Last Four Digits of Social Security Number		Date of Birth	
Type of Service Credit	Number of Months of Credit	Maximum Rollover/Transfer Amount \$	
PART B TO BE COMPLETED BY MEMBER REQUESTING ROLLOVER/TRANSFER			
I request that NDPERS accept my eligible rollover distribution/transfer, not to exceed the retirement benefit portion of the purchase cost. Furthermore, I agree to pay the associated Retiree Health Credit portion of the purchase cost within 30 days of NDPERS receipt of the rollover and prior to the purchase expiration date. I also certify that if this deposit to NDPERS is from a regular rollover distribution/transfer that all required withholding amounts have been withheld from such distribution.			
Type of Account: <input type="checkbox"/> 401(a) <input type="checkbox"/> 401(k) <input type="checkbox"/> 401(c) Keogh <input type="checkbox"/> 403(b) 457: <input type="checkbox"/> State of ND <input type="checkbox"/> FERS Thrift Savings Plan <input type="checkbox"/> Traditional IRA <input type="checkbox"/> Other 457			
Plan/Provider Company Name:		Amount of Rollover/Transfer from Plan/Provider Company: \$	
Signature of Member (Required)		Date of Signature	Telephone Number
PART C TO BE COMPLETED BY ADMINISTRATOR OF ELIGIBLE RETIREMENT PLAN OR IRA CUSTODIAN			
Name of Qualified Plan or Custodian of Eligible IRA		Total Rollover/Transfer Amount \$	Telephone Number
Mailing Address		City	State Zip Code + 4
Verify Account Type: <input type="checkbox"/> 401(a) <input type="checkbox"/> 401(k) <input type="checkbox"/> 401(c) Keogh <input type="checkbox"/> 403(b) 457: <input type="checkbox"/> State of ND <input type="checkbox"/> FERS Thrift Savings Plan <input type="checkbox"/> Traditional IRA <input type="checkbox"/> Other 457			
Date of Rollover/Transfer (Required)			
As administrator of the above-named eligible plan or custodian/trustee of a traditional IRA, I certify that this distribution includes only pre-tax dollars and is an eligible retirement plan that meets the requirements of the IRC.			
Signature of Provider Representative (Required for State of ND 457 Plan only)			Date of Signature
Signature of Plan Administrator (Required)		Title	Date of Signature

**INFORMATION ON REQUESTING A ROLLOVER/TRANSFER
FROM OTHER ELIGIBLE PLANS OR CONDUIT IRA'S
FOR SERVICE CREDIT PURCHASES**

NDPERS service credit may be purchased through a rollover/transfer of pre-tax dollars from another retirement plan eligible under Section 401(a) of the Internal Revenue Code (including 401(k) and 401(c) Keogh plans), as well as 403(b) and 457 plans. This also includes traditional IRA's. In addition, NDPERS can accept a trustee-to-trustee transfer from a 403 (b) or a 457 Plan. For a rollover/transfer payment to be accepted by NDPERS, the following conditions must be met:

- Rollovers/Transfers must comply fully with the Internal Revenue Code and applicable Internal Revenue Service regulations. Rollovers/Transfers from other non-401(a) eligible retirement plans, except 457 or 403(b) plans, will not be accepted since federal regulations currently do not allow such transfers.
- SFN 52059 must be completed and accompany the rollover/transfer check to allow NDPERS to process it as an eligible rollover distribution/transfer. If your funds are coming from more than one provider company/plan, then a photocopy of this form should be made for each financial institution. The member will indicate in Part B the amount they are requesting each specific institution to rollover/transfer.
- The member must contact NDPERS to obtain the cost of the service credit to be purchased. The member must make payment of retiree health insurance credit portion prior to the rollover/transfer being posted to member's account.
- The member must forward this form to the plan administrator currently holding the funds to verify the distribution and that the monies are pre-tax dollars only and are from an eligible plan under the IRC. If the funds are from the State of ND 457 plan, the form must be completed and signed by the 457 Provider Representative in Part C prior to it being sent to NDPERS.
- The rollover/transfer check from the eligible plan or IRA must be made payable to the North Dakota Public Employees Retirement System, For Benefit of (Member's Name).
- NDPERS will only accept rollover/transfer payments that total the amount listed in Part A of this form. Total payment can not exceed this amount. If the payment to NDPERS is in excess of the cost, the rollover/transfer will be rejected in total. If the distribution from the originating institution is less than the total due for the service credit, only a prorated portion (as determined by NDPERS) will be credited. For full credit, a personal check, cashier's check, or installment purchase agreement for the remainder will be required.
- Rollover distributions/transfers used to purchase service credit cannot be withdrawn unless you terminate employment and are off the payroll of all NDPERS covered employers for one month.

**MEMBERS MAY WISH TO CONTACT A TAX ADVISOR FOR
DETAILED INFORMATION ABOUT ELIGIBLE ROLLOVER DISTRIBUTIONS/TRANSFERS.**

RETURN THIS FORM WITH ROLLOVER/TRANSFER FUNDS TO NDPERS AT THE ADDRESS LISTED ON FRONT PAGE.
RETAIN A COPY FOR YOUR RECORDS IF NEEDED.